



# WORK ORDER

**DELIVERY DUE DATE:** 03-29-2020

Procurement Unit  
Telefax No.: 045-982-4630

Supplier: <b>A.C. MENDOZA PRINTING COMPANY INC.</b>	Work Order No.: <u>2020-018</u>
Address: <u>San Sebastian Village Phase 3, Tarlac City</u>	Date: <u>2/19/2020</u>
TIN: <u>007-290-469-000 VAT REG.</u>	JO No.: <u>2019-218</u>
Tel. No.: <u>045 - 9821814</u>	Date: <u>12/11/2020</u>
	Mode of Procurement: <u>Small Value</u>
	Mode of Payment: <u>n/30</u>

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within 30 calendar days upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bias and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	<b>PRINTING OF REGULAR ISSUE OF CET STENTORIAN</b> Printing of the Stentorian Tambuli to be used as their Folio at the College of Engineering and Technology 500 Copies Printing of Regular Issue 100 (Pages) 8" x 6" inches (Paper Size) Matte Paper (Type of Paper) *****	47,500.00	<b><u>47,500.00</u></b>

(Please read carefully at the back hereof)

Charge to:  
ROA No.:  
CONFORME & RECEIVE COPY:

**A.C. MENDOZA PRINTING COMPANY INC.**  
Firm/Dealer/Supplier/Contractor  
02-28-2020

Date

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

COMMISSION ON AUDIT  
**RECEIVED**  
 By: *[Signature]* Date: **28 FEB 2020**

FUNDS AVAILABLE:  
*[Signature]*  
ELENA MAY T. TEJFILO  
OIC, Budget Office

APPROVED:

*[Signature]*  
DR. GLENARD T. MADRAGA  
VP, Admin. & Finance  
Authorized Official

*received 3/4/2020*